

SUNAPEE BOARD OF SELECTMEN  
6:30PM Town Office Meeting Room  
Monday, June 17, 2019

Present: Josh Trow, Chairman, Selectman Augustine, Selectman Gallup,  
Selectman Hastings and Donna Nashawaty.  
Absent: Sue Gottling, Vice Chairman

**REVIEW OF ITEMS FOR SIGNATURE:**

**MOTION TO APPROVE THE FOLLOWING CZC's:**

Parcel ID: 0133-0124-0000 49 High Street, Gates Family 2016 Revoc. Trust  
Parcel ID: 0231-0034-0000 50 Pine Ridge Road, Frederick Green/Lois Gould  
Parcel ID: 0121-0028-0000 75 Fernwood Pt. Rd. Undici Property Management, LLC  
Parcel ID: 0211-0017-0000 990 Route 11, High Pines Property, LLC.  
Parcel ID: 0238-0043-0000 45 Penacook Path, Marybeth Donegan/Steven Swenson  
Parcel ID: 0107-0006-0000 55 Otter Hill Road, Sean & Alyson Stark  
Parcel ID: 0108-0015-0000 Westwood Road, Camilleri Revoc. Living Trust  
BY Selectman Gallup, seconded by Selectman Hastings. Unanimous.

**MOTION TO APPROVE THE FOLLOWING SIGN PERMIT:**

Parcel ID: 0133-0091-0000 31 River Road, F.E. Clark, LLC (Prospect Hill)  
Parcel ID: 0147-0019-0000 563 Route 103,  
BY Selectman Hastings, seconded by Selectman Gallup. Unanimous.

**MOTION TO APPROVE THE FOLLOWING DRIVEWAY PERMIT:**

Parcel ID: 0133-0007-0000 34 High Street, Josh & Sara Bennett  
Parcel ID: 0107-0055-0000 32 Otter Hill Road, Peter & Kathryn Tiffany  
BY Selectman Gallup, seconded by Selectman Hastings. Unanimous.

**MOTION TO APPROVE THE FOLLOWING LAND DISTURBANCE BOND:**

Parcel ID: 0108-0015-0000 53 Westwood Road, Marjelyn Camilleri  
BY Selectman Hastings, seconded by Selectman Gallup. Unanimous.

**MOTION TO APPROVE THE FOLLOWING PERMIT TO EXCAVATE:**

Parcel ID: 0129-0081-0000 25 Main Street, William Wightman  
Parcel ID: 0108-0015-0000 Westwood Road, Marjelyn Camilleri  
BY Selectman Gallup, seconded by Selectman Hastings. Unanimous.

**MOTION TO APPROVE THE FOLLOWING VETERANS TAX CREDIT:**

Parcel ID: 0127-0035-0000 22 Overlook at Indian Cave, Robert Ayers  
BY Selectman Hastings, seconded by Selectman Gallup. Unanimous.

**MOTION TO APPROVE THE FOLLOWING INTENT TO CUT:**

Parcel ID: 0209-0014-0000 Coventry Road, Lance & Michelle Boucher  
BY Selectman Gallup, seconded by Selectman Hastings. Unanimous.

**SELECTMEN ACTION**

•Fire Ward Appointment-John Paris

Motion to appoint John Paris to the Fire Wards Board by Selectman Hastings, seconded by Selectman Gallup. Unanimous.

- Employee Health Insurance Expendable Trust Fund

**Motion to reimburse the general Fund from Employee Health Insurance Expendable Trust Fund in the amount of \$10,337.37 by Chairman Trow, seconded by Selectman Gallup.**

**Unanimous.**

- Boat Launch Follow-up

Donna Nashawaty reported that she had a boat launch meeting with Chief Cahill, Chief Ruggles and Scott Hazelton who tried to answer the questions the Board of Selectmen (BOS) had regarding the ordinance. Some of the questions were; Who gets a permit? When do you get a permit? How is it going to be administrated? How the police will get notified? It became clear 5 minutes into the meeting that the table was asking to make changes to the ordinance. They wanted to take the marinas out and just require the commercial barge operations to have an annual permit. The barge operations would also give the town a certificate of insurance and would have a contact method to let the Chief of Police know when they were going to be doing their operation. Chairman Trow said his only concern was excluding the marinas from this whole process. What's to say they couldn't have either a bad day or a bad employee or something happens where they do have the same problems as a barge could. Donna Nashawaty replied but what are they regulating? A marina is not loading and unloading equipment or tying up the dock for several hours. Chairman Trow is not sure what the benefit would be of excluding the marinas. Donna Nashawaty replied the benefit would be even if they did something you are not going to stand down at the dock and watch that happen. After some discussion, commercial barges would require a seasonal permit from the town.

- June 3<sup>rd</sup> Non-Public Session

Donna Nashawaty reported that at the last BOS meeting the Board went into a non-public session because of legal and threaten legal action. In order to go into a legal non-public session, you have to respond to litigation, not pending legal but actual legal. At the time the Board went into and basically talked about the process. Donna Nashawaty passed out the non-public minutes. The Board did not vote to seal the minutes, so they will be available to the public.

## CHAIRMAN'S REPORT

- Chairman Trow stated that Upper Valley Lake Sunapee Regional Planning Commission Annual meeting was held last Wednesday on the Mt. Kearsarge boat. Chairman Trow served his maximum 2-year term as Chairman of the Commission but will still be a board member.

Items requested by Selectman Augustine:

- Status update on Water & Sewer enterprise reimbursing Town for 2018 health insurance premiums and deductibles paid by the Town on behalf of Water & Sewer enterprise employees. Selectman Augustine said it was his understanding that Water and Sewer, being its own separate enterprise covers the cost of the health insurance for their employees. The town does the administration of the Water and Sewer health insurance and then the Water and Sewer reimburse the town for those expenditures. Selectman Augustine asked if the town has been reimbursed. Donna Nashawaty replied she believes both pieces (premiums and deductibles) have happened. The premiums are reimbursed monthly and the deductibles annually.

- Status update on duplicate road names

Selectman Augustine asked for an update on the duplicate road name mailer that went out to the residents on Lake Ave. and Main St. in Georges Mills.

Donna Nashawaty replied the survey was due back by May 31<sup>st</sup> that she received 14 replies from Lake Ave. residents 4 replies from Main St. residents. Thirteen residents said no to changing their road name and five residents said yes and gave suggestions. Donna Nashawaty will put the results on a spreadsheet and present to the Board at their next meeting.

- Discuss process for informing residents of committee appointment opportunities

Selectman Augustine wanted to get a sense of what the process was of letting residents know when there are committee openings. Chairman Trow said he thought if there were people on the committee whose term was up that they were given the opportunity to be reappointed. Donna Nashawaty said that if people start attending the meetings, show interest in the committee or are recommended by a committee member then they would be approached to fill an opening. But if there is no interest then an email blast would go out.

- Discuss whether to do an email blast announcing new Town website

Selectman Augustine said the Board and town employees received an email blast regarding the new town website, will there be one sent out to residents? Donna Nashawaty stated that the website is functioning the way the old website did. The real enhancements will be the new features each department are learning and updating their home pages.

- Feedback on new Town website

Donna Nashawaty said the town has received some very favorable comments.

- Thrift Shop scholarship awards to Sunapee students

Selectman Augustine said at the Sunapee Graduation the Sunapee Thrift Shop awarded \$7,000 in scholarships; 5 students received \$500 awards, 3 students received \$1,000 awards and 1 student received a \$1,500 award.

- Sullivan County projected property tax increase

Selectman Augustine said this was an FYI. There was an article in the valley News regarding the Sullivan County Budget and the projected tax increase of .20 cents per \$1,000 of assessed evaluation.

- Town employee job openings

Donna Nashawaty said there are 2 openings, a truck driver and mechanic.

- Stagecoach Road Update

The road will be closed until June 21<sup>st</sup>.

- School Public Forum

Selectman Augustine said the Board received the letter regarding the school holding a public forum on June 27<sup>th</sup> to start the process for the renovations.

- Selectman Gallup was approached by an individual regarding giving permission to travel on a posted road in the spring. It was suggested to use text messaging instead of issuing permits.

## TOWN MANAGER REPORTS

- Rocco Pignataro Update

Donna Nashawaty wanted to update the Board that she has not seen Rocco Pignataro since he made his May payment.

- Summer Town Meeting

Donna Nashawaty held a Department head meeting last Thursday and would like to change the

format of the meeting. The meeting will be held on Tuesday, August 6<sup>th</sup> at 8:30AM at the Abbott Library. It will not have the speeches from the Department Heads, but will be a coffee and question session. The whole session would be about an hour.

•Selectman Augustine said the Energy Committee had their first organizational meeting last Week.

**Meeting adjourned at 8:38PM**

**Respectfully Submitted by,**

**Barbara Vaughn**

**Administrative Assistant**

**SUNAPEE BOARD OF SELECTMEN  
MEETING AGENDA  
6:30PM Town Office Meeting Room  
Monday, June 17, 2019**

**1. REVIEW OF ITEMS FOR SIGNATURE:**

**CZC's:**

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**LAND DISTURBANCE BOND:**

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**PERMIT TO EXCAVATE:**

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**INTENT TO CUT:**

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**2. APPOINTMENTS**

**3. PUBLIC COMMENTS:**

**4. SELECTMEN ACTION**

- Fire Ward Appointment-John Paris
- Employee Health Insurance Expendable Trust Fund
- Boat Launch Follow-up

**5. CHAIRMAN'S REPORT**

Items requested by Selectman Augustine:

- Status update on Water & Sewer enterprise reimbursing Town for 2018 health insurance premiums paid by the Town on behalf of Water & Sewer enterprise employees
- Status update on Water & Sewer enterprise reimbursing Town for 2018 health insurance deductibles paid by the Town on behalf of Water & Sewer enterprise employees

- Status update on duplicate road names
- Discuss process for informing residents of committee appointment opportunities
- Discuss whether to do an email blast announcing new Town website
- Feedback on new Town website
- Thrift Shop scholarship awards to Sunapee students
- Sullivan County projected property tax increase
- Town employee job openings

#### 6. TOWN MANAGER REPORTS

- Rocco Pignataro Update
- Summer Town Meeting

#### 7. UPCOMING MEETINGS:

06/18-5:30PM-Abbott Library Trustees, Abbott Library

06/27-5:30PM-Water & Sewer Commission, Town Meeting Room

### Employee Health Insurance Expendable Trust Fund

2016 Establish	\$43,500.00
2017 Add Board of Selectmen as Agent to expent	
2018 Add To Fund	\$21,750.00
Balance January 1, 2018	\$65,250.00
2018 Expended through December 31, 2018	-\$10,337.37
Town Portion \$10,337.37	
Billed to Water & Sewer Deparrment - \$3,100.00	
Remaining Balance December 31, 2018	\$54,912.63
2019 Expended through May 31, 2019 Town Only	-\$6,114.44
Water and Sewer - \$1,581.05	
Balance through May 31, 2019	\$48,798.19

#### Town Wide Figures:

2018 Maximum Deductible \$30,500.00  
Remaing unspent 2018 Deductible: \$16,709.40

2019 Maximum Deductible \$35,000.00  
Remaining unspent through 5/31/19 \$27,304.51

Motion to reimburse General Fund from Employee  
Health Insurance Expendable Trust Fund

\$10,337.37

Board of Selectmen  
June 3, 2019

Minutes: Non-Public Session

RSA 91-A:3 II (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph.

9:15 pm entered non-public

Present Present: Josh Trow, Chairman, Suzanne Gottling Vice Chairman, John Augustine, Fred Gallup, Shane Hastings and Donna Nashawaty, Town Manager and Scott Hazelton, Highway Director.

Discussed the DES, EPA and Selectmen Letter of Complaint received. D. Nashawaty indicated that the town had not received a response yet and was concerned that we not reply without the findings of the State Agencies. The Board asked D. Nashawaty to acknowledge that they have received the letter and were reviewing details. The Board asked to be updated when the appropriate agencies release their findings.

Voted by roll call, all affirmative to come out of non-public at 9:53PM

Submitted by Donna Nashawaty

June 10, 2019





June, 2019

Dear Town of Sunapee Officials,

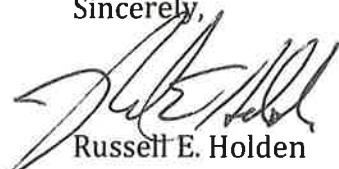
As you may be aware, the Sunapee School District is actively looking into district-wide capital facility improvements. A public community forum is planned for June 27, 2019 at 6pm at the Sunapee Middle High School to hear community input.

The School Board has obtained the services of Banwell Architects to assist in the process of developing a plan of action for our current school facilities. This community forum will be the start of this new process; community input is essential so that all ideas and topics can be reviewed to find the best solutions for the Sunapee Community and its school district.

Because of the role you play in the Sunapee community, we would like to personally invite you to the June 27<sup>th</sup> meeting so that you can share and hear the ideas of others in the community.

We hope you will join us for this very important meeting.

Sincerely,



Russell E. Holden  
Superintendent